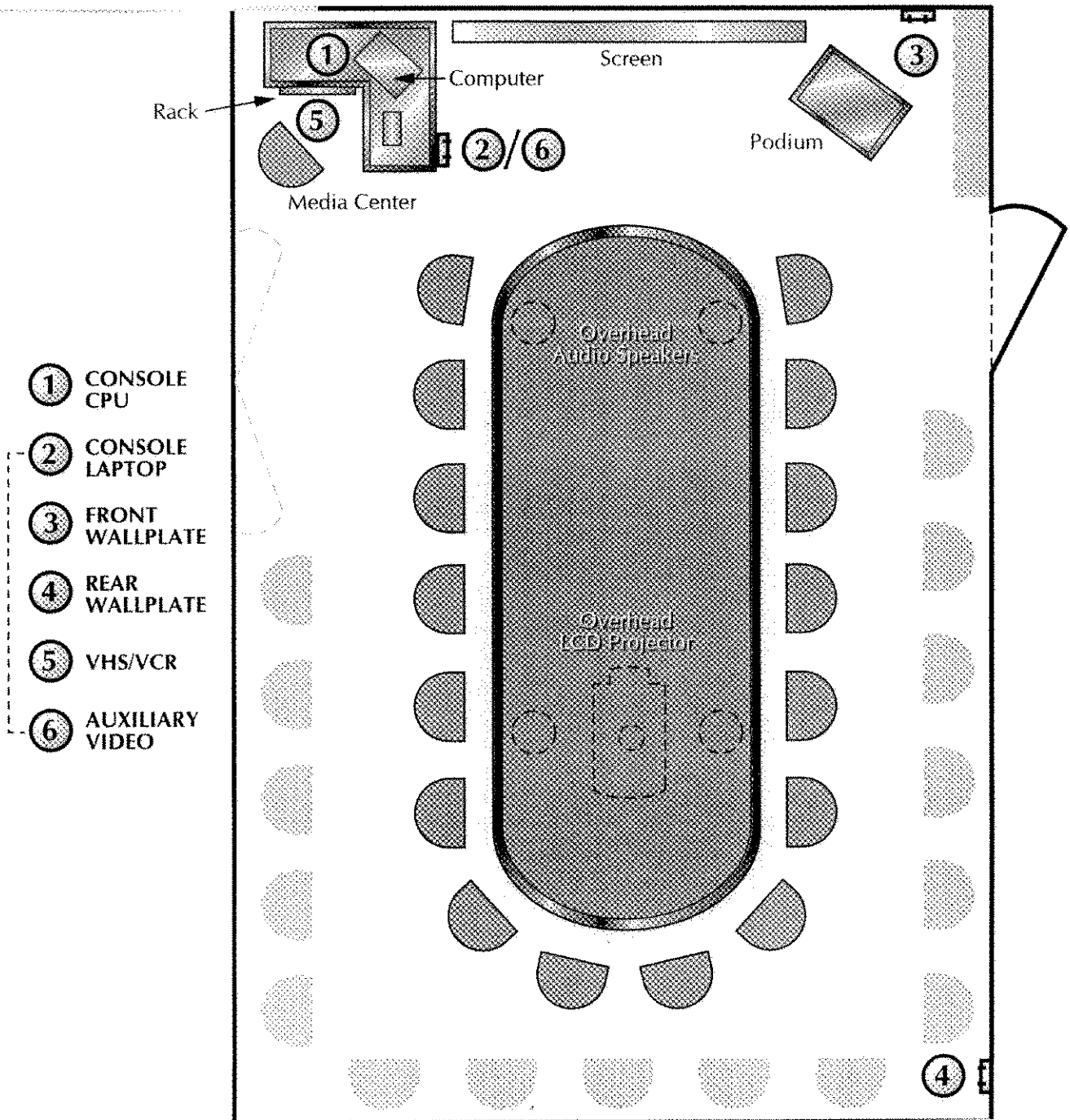


REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)			THIS RFQ <input type="checkbox"/> IS <input checked="" type="checkbox"/> IS NOT A SMALL BUSINESS SET ASIDE		PAGE 1 OF 2 PAGES	
1. REQUEST NO. NNG10342393Q		2. DATE ISSUED 07/19/2010		3. REQUISITION/PURCHASE REQUEST NO. 4200342393		4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG.1
5a. ISSUED BY NASA/Goddard Space Flight Center Procurement Operations Division 8800 Greenbelt Road AETD Procurement/Code 210.3 Agnes L. Smith Greenbelt MD 20771				6. DELIVERY BY (Date) 09/30/2010		
				7. DELIVERY <input checked="" type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER (See Schedule)		
				9. DESTINATION a. NAME OF CONSIGNEE NASA/Goddard Space Flight Center		
5b. FOR INFORMATION CALL: (No collect calls)				b. STREET ADDRESS 8800 Greenbelt Road AETD Procurement/Code 210.3 Agnes L. Smith 301-286-9129		
NAME Agnes Smith		TELEPHONE NUMBER AREA CODE 301 NUMBER 286-9129				
8. TO:		c. CITY Greenbelt				
a. NAME		b. COMPANY				
c. STREET ADDRESS						
d. CITY		e. STATE		f. ZIP CODE		d. STATE MD e. ZIP CODE 20771
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date) 08/23/2010 1630 LT		IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5a. This request does not commit the Government to pay any costs incurred in the preparation of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter.				
11. SCHEDULE (include applicable Federal, State and local taxes)						
ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	
	INCO TERMS 2: Destination					
003	Upgrade of audio-visual equipment for ISTD's S300 conference room. Attached are three quotations received through market research. IT2-08-001-Upgrade of S300 AV equipment	1	EA			
004	Installation of audio-visual equipment in ISTD Conference Room S300. Quotation received from market research is attached. IT2-08-001-Installation of AV equipment					
	Continued ...					
12. DISCOUNT FOR PROMPT PAYMENT		a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS NUMBER PERCENTAGE	
NOTE: Additional provisions and representations <input type="checkbox"/> are <input type="checkbox"/> are not attached						
13. NAME AND ADDRESS OF QUOTER				14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION
a. NAME OF QUOTER						
b. STREET ADDRESS				16. SIGNER		
				a. NAME (Type or print)		b. TELEPHONE
c. COUNTY						AREA CODE
d. CITY		e. STATE	f. ZIP CODE	c. TITLE (Type or print)		NUMBER

Conference Room Layout



ISTD Conference Room Upgrade

Instrument Systems and Technology Division (ISTD) is in the market to upgrade the equipment in their existing conference room. Current space is ~550 sq. feet (29' x 18'), please see attached to view current layout of room. The intent of the upgrade is to provide a technologically rich meeting, brainstorming and presentation giving space. ISTD is looking to industry to provide an end-to-end solution(s) that matches services expected in a conference setting of today. The proposed solutions should take into account needs of users today, and be flexible to handle needs of tomorrow.

Below ISTD has documented requirements to be incorporated into proposed vendor solution:

- **Projection Screen and Projector**; need capability to project from computer system onto screen for presentations; would like a decent sized/fairly large screen for presentations to be viewed at all angles of conference room; something with high resolution, clarity and minimal/no glare.
- **Smartboard**; used as whiteboard/dry-erase board, capture/print notes from brainstorming sessions and projector unit (connect Laptop/dedicated CR computer for projection);
Note: wall space in the conference room is limited; provide feedback on technical feasibility of smartboard used to satisfy project screen and projector requirements; provide dimensions of available smartboards
- **HDTV**; a thin television that is wall mounted, something that reduces glare from outside/overhead lights; used for teleconferencing capability and to view internal television channels
- **Rack Unit**; a glass front unit that comes with a lock to store audio/visual equipment
- **DVD/VHS**; need a dual functioning unit to play DVDs and any VHS tapes that may still be lingering.
- **Centralized Computer Switching/Docking System**; looking for means to control/flip between upgraded equipment using a single and easy to use mechanism
- **Teleconferencing Capability**
- **Laptop Connections**; capability to connect laptops to projection system, but eliminates the need for long VGA cords laying across the floor

ISTD has made the following assumptions:

The existing 4 in-ceiling speakers are in good shape and can be re-used.

The following rack equipment can be re-used: TOA 900 Series II Amplifier, PD9L Conditioned Power Distribution

ISTD will purchase the following: (1.) Desktop; iMac including wireless keyboard and mouse to be dedicated to conference room, upon arrival of equipment vendor will provide full installation/integration into conference room upgrade solution (2.) Polycom; replacement analog conference phone unit to be connected at later date

Vendor will: (1.) identify any equipment that cannot be re-used; if agreed to by customer and vendor include in cost estimate. (2.) Take down all equipment not part of upgrade solution (i.e. existing projection screen and whiteboard). (3.) Identify if new Ethernet drops, power outlets, etc need to be put in.

ISTD is expecting the following deliverables, from vendor, in response to this Request for Information (RFI):

- (1.) Complete Spec sheet of all equipment that vendor will provide to upgrade conference room, including price break-out by area and line-by-line costing of equipment
- (2.) Identify/List documentation and training that accompanies installation of upgrade solution (i.e. user's guide, equipment lists, networking information, troubleshooting, schematic/block diagram, equipment usage walk-through, etc...)
- (3.) Identify included Warranty/Maintenance packages for equipment; for things like parts replacement, system malfunction or error, technical support
- (4.) Complete cost estimate (equipment + full installation + maintenance)
- (5.) Provide estimate of length of time required to complete job (i.e. order equipment, receive, and install)

ADDITIONAL PROVISIONS AND REPRESENTATIONS

CONTRACTOR IS REQUIRED TO COMPLETE THE FOLLOWING AND RETURN WITH QUOTE:

NAME OF FIRM:

QUOTATION NUMBER:

TAXPAYER IDENTIFICATION NUMBER:

CAGE CODE:

DUNS NUMBER:

Prices quoted are FOB: ☐ Destination ☐ Origin Prepay and Add
Estimated Shipping Charges: _____. (Vendor shall ship via most economic method unless otherwise specified).

Delivery Date: _____

Payment Terms: Include in Block 12 of SF18

Pricing Quoted is: ☐ Open Market ☐ GSA Schedule Pricing (If GSA pricing, provide the following information):

GSA Contract Number:

Expiring:

FSC:

Special Item Number:

Will you accept Government Bankcard? ☐ Yes ☐ No

COMPANY IS:

☐ SMALL

☐ LARGE

☐ DISADVANTAGED

☐ WOMAN-OWNED

☐ HUBZONE

☐ VETERAN OWNED

☐ NON-PROFIT

TERMS AND CONDITIONS OF ORDER

SECTION A.1 GENERAL - COMMERCIAL ITEMS

☐ GSA Schedule Item: This order is for a commercial item subject to the terms and conditions of the GSA Schedule Contract cited and any additional terms and conditions included below as addenda to FAR clause 52.212-4, Contract Terms and Conditions, Commercial Items, contained in the GSA Schedule Contract.

☐ Open Market Item: This order is for a commercial item subject to the terms and conditions of FAR 52.212-4, Contract Terms and Conditions, Commercial Items, incorporated by reference; FAR 52.212-5, Contract Terms and Conditions Required to Implement Statutes and Executive Orders, attached to this order; and any additional terms and conditions included below as addenda to 52.212-4.

S-300 Conference Room Schematic

S-300 Video Block Diagram

